

YORK COUNTY JOB DESCRIPTION

JOB TITLE: CONSTRUCTION MAINTENANCE WORKER I GENERAL SERVICES/GROUNDS MAINTENANCE AND CONSTRUCTION

GENERAL STATEMENT OF JOB

Performs manual labor and semi-skilled work in construction and maintenance of County grounds and facilities. Serves as a lead worker when needed for new hires and seasonal employees. Operates a variety of hand and power tools to perform landscaping, construction, and custodial duties. Digs and fills ditches and trenches; loads and unloads supplies and materials. Work is performed under close supervision.

WORK ENVIRONMENT

Work is performed outdoors under all types of weather conditions with exposure to the usual hazards associated with outside maintenance and construction work.

ESSENTIAL JOB FUNCTIONS

Performs various landscaping duties such as mowing and watering grass, cutting down trees, maintaining flower beds, trimming trees and shrubbery, raking leaves, etc., using power and riding lawn mowers, string trimmers, edgers, chain saws, and various hand tools.

Serves as a lead worker; assists in directing the activities of newly hired Construction Maintenance Workers or seasonal employees.

Digs ditches, fills trenches, compacts materials and repairs culverts; cleans up after maintenance and construction projects.

Assists in performing general repair and construction to include repairing or installing drywall, painting, installing or repairing fences, laying drainage pipes, repairing playground facilities, and a variety of other types of jobs at various facilities.

Performs paving and concrete work on walks, parking areas, fences, etc.

Loads and unloads sand, gravel, stone, mulch, and other materials.

Operates a truck to transport equipment, tools and supplies.

May operate a roto-tiller and seeder to plant and overseed lawns.

Clears walk of snow utilizing gas powered snow blowers.

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ADDITIONAL JOB FUNCTIONS

Performs a variety of custodial duties including cleaning equipment maintenance facilities and cleaning automotive and construction equipment; polices public grounds and streets, picking up debris and other refuse.

Performs other related work as required.

ENTRY KNOWLEDGE, SKILLS, AND ABILITIES

Some knowledge of groundskeeping and landscaping methods and practices.

Some knowledge of general construction work.

Ability to perform heavy manual labor for long periods of time, and in all types of weather conditions.

EDUCATION AND EXPERIENCE

Demonstrated ability to perform the essential functions of the job; or any equivalent combination of education and experience which provides the required knowledge, skills and abilities.

SPECIAL REQUIREMENTS

Possession of a valid driver's license issued by the Commonwealth of Virginia.

PHYSICAL AND MENTAL STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of machinery and equipment including lawn mowers, weed eaters, chippers, edgers, lowers, chainsaws, hand tools, shovels, hoes, rakes, pruning equipment, etc. Must be physically able to operate a motor vehicle. Much of the work involves heavy lifting and carrying of materials, bending, stooping, standing, and walking while doing the groundskeeping and construction activities.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural, or compositional characteristics (whether similar to or divergent from obvious standards) of data, people or things.

Interpersonal Communications: Requires the ability of speaking and/or signaling people to convey or exchange information. Includes receiving instructions, assignments and/or directions from others.

Language Ability: Requires the ability to speak to people with poise, voice control and confidence.

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Intelligence: Requires the ability to apply commonsense understanding to carry out instructions furnished in written, oral or diagrammatic form; to deal with problems involving several concrete variables in or from standardized situations.

Verbal Aptitude: Requires the ability to follow oral and written instructions. Must be able to communicate effectively.

Numerical Aptitude: Requires the ability to utilize mathematical formulas. Must be able to add and subtract; multiply and divide.; and utilize decimals and percentages.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using motorized equipment and hand tools.

Manual Dexterity: Requires the ability to handle a variety of items, such as motorized equipment and hand tools. Must have minimal levels of eye/hand/foot coordination.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under minimal levels of stress.

Physical Communication: Requires the ability to talk and/or hear;.

Prepared by: _____

Date: _____

Approval: _____